

4 pgs.



D. P. FITZGERALD  
Area Manager - Operations  
North East Sales Area  
910-741-2053

December 5, 1997

**SENT VIA FAX**

RSM's &amp; ROM'S

Subject: Best Practice

Attached you will find a copy of a letter from Pittsburgh R.O.M. Bob Dobrowolski explaining a new procedure to communicate discounting activity from R.R.'s to S.R.'s. This method is extremely simple and should assist in the reduction of paper without losing the necessary information flow. This method also supports our objective of having Sales Reps. making all draft payments for discount activity.

Please contact Bob if you have any questions regarding their procedure.

*Don*

97154DF/di

Attachment

c: Peter Schmidt

Bob Dobrowolski

51847 3073